

Clerk's Office  
**Village of Westmont**

MINUTES OF THE VIRTUAL BOARD MEETING HELD **Thursday, June 18, 2020.**

**Mayor Gunter** called the meeting to order at **6:00 P.M.**

**WESTMONT VIRTUAL VILLAGE BOARD MEETING ROLL CALL:**

**PRESENT:** Mayor Gunter P Clerk Szymiski P

**TRUSTEES:** Addington P Barker P  
Barry P Guzzo A  
Liddle P Nero P

**STAFF:**

<b>May</b> <u>P</u> (Village Mgr)	<b>Parker</b> <u>P</u> (Finance Director)	<b>Sylvester</b> <u>P</u> (Community Dev. Director)
<b>Brainerd</b> <u>P</u> (HR Director)	<b>McIntyre</b> <u>P</u> (Communications Director)	<b>Liljeberg</b> <u>P</u> (I.T. Manager)
<b>Chief Gunther</b> <u>P</u> (Police Dept.)	<b>Dep Chief Thompson</b> <u>A</u> (Police Dept.)	<b>Dep Chief Gruen</b> <u>A</u> (Police Dept.)
<b>Chief Riley</b> <u>P</u> (Fire Dept.)	<b>Olsson</b> <u>A</u> (Assistant Finance Director))	<b>Richards</b> <u>A</u> (Deputy Clerk)
<b>Ramsey</b> <u>P</u> (P.W. Director)	<b>Mielcarski</b> <u>P</u> (Management Analyst)	<b>Mulhearn</b> <u>A</u> (Deputy Liquor Commissioner)

**ATTORNEY:** Zemenak P Carrara A

**A QUORUM WAS PRESENT TO TRANSACT BUSINESS.**

**PRESS:**

Bugle A

**CHAMBER OF COMMERCE DIRECTOR:** Forssberg - P

**THE PLEDGE OF ALLEGIANCE WAS WAIVED.**

**OPEN FORUM:**

Manager May reported that there are no submitted comments.

**VOTING KEY:**      **A=ABSENT**      **AB=ABSTAIN**      **N=NO**      **W=Withdrawn**  
                         **P=PRESENT**      **Y=YES**      **R=RECUSE**

**Note:** *The items listed in these minutes are summaries only and are not meant to be a direct transcript of the Mayor's, Manager's, Clerk's and Trustees' comments. For actual quotes of the referenced items please refer to the Archival video copy of this meeting.*

**VOTING SUMMARY**

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
TRUSTEE ADDINGTON	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARRY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE GUZZO	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<u>R</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>

**REPORTS**

**Mayor Gunter**

- The Village continues to hold various meetings via teleconferencing until July 16th. Prior to the start of each meeting, citizens can use the online public comment form at [westmont.illinois.gov/meetinginfo](http://westmont.illinois.gov/meetinginfo) to submit their comments and feedback.
- Invited Police Chief Gunther to give an update.
  - We have had several residents and community members that wanted to discuss the civil unrest that is happening throughout the country. There is a joint statement that the Village of Westmont put out last week that is on the webpage. The Police Department has received phone calls regarding concern and they have been addressed with favorable outcomes. We are in favor of full transparency and looking forward to engaging with the community even more.
- Invited Fire Chief Riley to give an update on the COVID-19 pandemic.
  - Westmont is doing pretty well as we are moving into Phase 4. Unfortunately, as of today we have had 63 deaths among the nursing homes and congregate living facilities. DuPage County has had 432 deaths in total.
  - We look forward to moving into Phase 4 (Restore IL).
- Manager May - We are on target to move into Phase 4 Restore IL on June 26th. With that there will be additional guidelines on how to proceed with these new permissions and abilities.
- Larry Forssberg gave an update on the business community.
  - All of our businesses are looking forward to moving into Phase 4 - Revitalization with the hopes that will happen next Friday. There will be more activity moving forward.
  - The Mega Raffle is continuing through next Wednesday. We have 30 businesses participating and tickets are available online at [westmontchamber.com](http://westmontchamber.com). There will be two grand prize winners. \$4,500 in gift certificates will be given out that the winners can use at those participating businesses.

- Shop, dine, discover Westmont.

### **Village Clerk Szyski**

- Garage Sales are now permitted and no permits are required.
- The Community Wide Garage Sale will be August 7, 8 & 9. Those that are interested can sign-up through the Village website.
- The Westmont Library is planning to re-open to the public in July. Look for details to be published on the Library website.
- Wished Trustee Guzzo well.

### **Trustee Nero**

- Recapped the Public Works Committee meeting that was held earlier today.
  - Three 20-Year plaques will be issued to employees: Frank Koulus, Jeff Bonk, Jim Cates. We appreciate all of their hard work.
  - There was a virtual tour of the new public works facility.
  - The next Public Works Committee meeting on September 4th, 2020 may be held in the new facility.
  - So far we have had 130 trees planted in the Village.
  - Well No. 13 is completely gone.
  - We had to install a few water sampling sites.
  - Talked about the Ogden Avenue Median Project.
  - Talked about the water tower competition.
  - Adopt a Planter Program has begun. 16 residents and businesses have adopted planters. The Village will place an adoption sign in each planter identifying the residents and businesses who sponsored the planters.
- Downers Grove Township Assessor's Office put out information on a senior freeze for taxes. The assessor's office will be sending a letter explaining everything. Their offices do have curbside assistance. If anyone is interested in more information, call 630-719-6630.

### **Trustee Liddle**

- The next Administration / Finance Committee meeting will be held on July 2nd at 4:30pm.
- Taste of Westmont will be going "virtual" due to COVID-19. Look for details coming up.
- There will not be Cruisin' Nights in June. Invited Larry McIntyre to discuss what may be done moving forward.
  - Larry McIntyre talked about the discussions he has had with other municipalities. The current thought was in July we can invite classic car owners downtown and cruise the street, which would not be closed off. There would be no Community Events Permit required, since right of way would not be affected.

### **Trustee Guzzo (absent)**

- In Trustee Guzzo's absence Mayor Gunter announced that the Public Safety Committee meeting will be held on August 27 at 4:30pm.

### **Trustee Barker**

- The next issue of Neighbors magazine will feature the Community Hope Collage project on the cover. Please share your messages of Hope in the form of artwork, inspirational writing, and other media. Details will be on the village website. The slogan is "It's OK to not be OK".
- 70.9% of Westmont has responded to the Census. Please ask your friends and neighbors to participate. The deadline for the census has been moved.
- There was an effort to plant trees throughout the Village. Encouraged residents to water them if they are able.
- Mayor Gunter and the Village of Westmont was featured in a video produced by Morton Arboretum regarding the importance of trees in our community. A link to the video can be found on the village website.
- Talked about the time lapse photography project that a local resident did for Smith Woods. That video will be made available for everyone to see.

### **Trustee Addington**

- Talked about the Lions Club efforts to support the PRC. PRC is looking for assistance. Lions Club will also pass out hand sanitizer, masks and other items for free throughout the community.
- The next Community Development Committee meeting is scheduled for July 16, 2020 at 4:30pm.
- There is a Planning and Zoning Meeting on July 8th at the Westmont High School auditorium. There will be a public hearing regarding 1 North Cass, 7-story mixed-use building proposal. If people are interested in giving their feedback or testimony that is the meeting to attend. Other items that will be addressed at this meeting is the parking lot proposal for Nature's Best, the text amendment clarifying that larger office buildings may have accessory deli/restaurant uses and the plat of subdivision for the 700 Oakmont building.
- Over a dozen local restaurants were approved for temporary outdoor seating during Phase 3 of the Governor's COVID-19 reopening plan.
- Las Palmas has reopened and is using their patio.
- The new medical facility on Ogden Ave is moving along.
- There are a lot of positives and new developments happening in Westmont.

### **Trustee Barry**

- The developments in Westmont have been moving forward. Quincy Street has expanded to the park.
- There are many new homes going up near Miller School around Traube and Washington. It almost looks like a new subdivision.
- Talked about Westmont's Strategic Plan and being progressive as we move forward.

Manager May announced that the new deadline for the US Census is October 31, 2020. Manager May also talked about the CARES Act and what that means for Westmont. The State of IL set guidelines for municipalities. Westmont will need to go to the County of DuPage to

receive an allocation. All of the expenses must be justified, but we should be able to get reimbursed for the PPE that we have needed, and other costs associated with effects of COVID-19.

**ITEMS TO BE REMOVED FROM CONSENT AGENDA:**

No items to be removed from the consent agenda.

**(1) CONSENT AGENDA [Omnibus Vote]:**

**Village Manager May** addressed the Board on this agenda item.

Motion by **Trustee Liddle** to approve the consent agenda.

**(A) BOARD MEETING MINUTES**

Board to consider approving the minutes of the Village Board meeting held June 4, 2020.

**(B) FINANCE ORDINANCE #3:** Dated **June 18, 2020** in the amount of **\$ 1,801,314.61.**

**(C) PURCHASE ORDERS**

21200130	Imperial Service Systems	\$ 29,250.00
2120011	DuPage Metropolitan Enforcement Group	20,800.00
21200171	WBK Engineering, LLC	29,846.50
21200172	Encap	198,602.00
	<b><u>PURCHASE ORDER TOTAL</u></b>	<b><u>\$ 278,498.50</u></b>
	<b><u>TOTAL OF PURCHASE ORDERS &amp; FINANCE ORDINANCE #3</u></b>	<b><u>\$ 2,079,813.11</u></b>

**(D) PROCLAMATION - GRADUATE RECOGNITION MONTH**

Board to consider a proclamation to declare the month of June as Graduate Recognition Month in the Village of Westmont.

Mayor Gunter mentioned that there were several signs put up in Westmont congratulating graduates.

Seconded by **Trustee Barry** and the motion passed.

**VOTE ON MOTION #1**

Ayes: Addington, Barker, Barry, Liddle, Nero

Nays: None

Absent: Guzzo

**UNFINISHED BUSINESS**

No unfinished business.

**NEW BUSINESS**

**(2) 513 REVERE AVENUE FAR VARIANCE**

**Economic Development Director Sylvester** addressed the Board on this item.

Director Sylvester read a statement from property owner Chris Lavoie, applicant, and property owner.

Manager May stated that this does not change the footprint of the building and that this is all 2nd floor work. Director Sylvester confirmed that information.

Motion by **Trustee Addington** to consider an ordinance approving a zoning code variance to increase the Floor Area Ratio to allow the second-story expansion of a residential property at 513 Revere Avenue.

Seconded by **Trustee Nero** and the motion passed.

**VOTE ON MOTION #2**

Ayes: Addington, Barry, Barker, Nero, Liddle

Nays: None

Absent: Guzzo

**(3) PROFESSIONAL SERVICES AGREEMENT - SAFE BUILT ILLINOIS LLC**

**Village Manager May** addressed the Board on this item.

Motion by **Trustee Liddle** to consider an ordinance approving a Professional Services Agreement between the Village of Westmont and SAFEbuilt ILLINOIS, LLC.

Seconded by **Trustee Barry** and the motion passed.

**VOTE ON MOTION #3**

Ayes: Addington, Barker, Barry, Liddle

Nays: None

Absent: Guzzo

Recused: Nero

**(4) DON MORRIS ARCHITECT CONTRACT AMENDMENT**

**Director Sylvester** addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance to amend the fee structure of the contract with Don Morris Architects to reduce the amount billed for a commercial plan exam.

Seconded by **Trustee Barry** and the motion passed.

**VOTE ON MOTION #4**

Ayes: Addington Barker, Barry, Liddle, Nero

Nays: None

Absent: Guzzo

**(5) "NO SOLICITORS" ORDINANCE AMENDMENT**

**Village Manager May** addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance amending Chapter 22, Article IV, Division 4 of the Westmont Code of Ordinances to address "No Solicitors" signs for charitable/religious solicitations.

Seconded by **Trustee Barry** and the motion passed.

**VOTE ON MOTION #5**

Ayes: Addington, Barker, Barry, Liddle, Nero

Nays: None

Absent: Guzzo

**MISCELLANEOUS:**

- Trustee Barker asked about the times that mobile food trucks are allowed to operate in Westmont.
- Trustee Barker wished a Happy Anniversary to his wife. They have been married for 38 years.
- Finance Director Parker said that an email will be sent out to the Village Board about the time frame for mobile food vendors, as that is handled through the Clerk's Office.
- Mayor mentioned the Food Truck that was licensed on Burlington Avenue. Manager May said that that food truck would only operate til noon.
- Trustee Barry passed on a compliment that was received about Fire Chief Riley.
- Attorney Zemenak confirmed that the solicitor hours are 8am to 5pm.
- Attorney Zemenak reviewed the code for mobile food vendor hours of operation and stated that they are 4:00am - 3:00pm.



**(6) ADJOURNMENT**

Motion by **Trustee Liddle** to adjourn the meeting.

Seconded by **Trustee Nero** and the motion passed.

**VOTE ON MOTION #6**

Ayes: Addington, Barry, Barker, Liddle, Nero

Nays: None

Absent: Guzzo

**MEETING ADJOURNED AT 6:59 P.M.**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Virginia Szymski, Village Clerk

\_\_\_\_\_  
Ronald J. Gunter, Mayor

Dated this 29th day of June, 2020